

Board of County Commissioners

Division of Planning & Development

Planning Department

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Development Review Committee Meeting **March 1, 2004**

Members Present: Richard Helms-Development Coordinator/Acting Chairperson, Becky Howard-Deputy Clerk, Dan Hickey-Fire Services, Marie Keenum-911 Coordinator, Michael Springstead-Springstead Engineering, Dale Parrett-Public Works, Charles Cilenti-Planner, Terry Neal-Attorney and Alysia Akins-Secretary.

The meeting convened at 2:00 P.M.

Mrs. Keenum moved to approve the minutes of the February 23, 2004 meeting.
Mrs. Howard seconded the motion and the motion carried.

Old Business:

None

New Business-

VOS: Carlton Villas – Major Development – Preliminary Plan Review

Kim Burgess, Mid-State Engineering and Surveying, LLC, was present and requesting preliminary approval to develop a 76-lot courtyard villa subdivision. Staff comments were discussed and will be addressed on revised plans. The vicinity map, entrance right-of-way details, location of project walls, existing and proposed conditions, 10' area for maintenance, street names, emergency access gate, variance request removal, total acreage, section location, road right-of-way improvements, drainage easements, hydrant location, point of beginning identification, parking space dimensions, flood zones and overall project density were discussed. Emergency access concerns were discussed regarding the requirement of a break away wall. Hydrant spacing was discussed. Engineering comments were discussed regarding the emergency exit and utility locations.

Mr. Lukert arrived at 2:10 PM.

Mr. Springstead moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mrs. Keenum seconded the motion and the motion carried.

VOS: Unit 112 – Major Development – Preliminary and Engineering Review

Richard Busche, Kimley-Horne and Associates, Inc., and Lori Webb-Paris, Miller Sellen Conner and Walsh, were present and requesting preliminary and engineering approval to develop a 169-unit subdivision. Entrance, access and road width were discussed. Engineering comments were discussed regarding stormwater contours, gas line relocation and typical cross-sections. Concerns regarding the location of gas lines and gas mains being shown on the plans were discussed. Typical details for right-of-way, agency permits, security fencing and type “C” screening were discussed. Staff comments were discussed regarding existing conditions, gas lines, quarter sections and legal description errors.

Attorney Neal excused herself at 2:20 PM.

Mr. Cilenti moved to approve the preliminary and engineering plans, subject to all comments being addressed on revised plans. Mr. Springstead seconded the motion and the motion carried.

VOS: Virginia Trace Postal and Neighborhood Recreation Center – Major Development – Preliminary Review

Lori Webb-Paris, Miller Sellen Conner and Walsh, was present and requesting preliminary approval to construct a recreation center, postal building and pool building. Engineering comments were discussed regarding the stormwater system and temporary sump. Staff comments were discussed regarding engineering information, parking lot aisle width and a proposed barrier.

Attorney Neal returned at 2:25 PM.

Mr. Springstead moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Lukert seconded the motion and the motion carried.

VOS: Caroline Neighborhood Recreation Center and Postal Park – Major Development – Preliminary Review

Lori Webb-Paris, Miller Sellen Conner and Walsh, was present and requesting preliminary approval to construct a recreation center, postal building and pool building. Engineering comments were discussed regarding buffer requirements, fences/walls and screening requirements along the cemetery. Staff comments were discussed regarding engineering information, flood zones, RV entrance barrier, setbacks, cemetery screening and parking aisle widths.

Mr. Cilenti moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mrs. Keenum seconded the motion and the motion carried.

VOS: Unit 91 – Final Plat Review

Kelle Boyer, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 168-unit subdivision. Staff and surveyor comments were discussed and acknowledged.

Mrs. Keenum moved to approve the final plat, subject to all comments being addressed on the original plat submittal. Mr. Parrett seconded the motion and the motion carried.

VOS: Unit 94 – Final Plat Review

Kelle Boyer, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 73-unit/3-tract subdivision. Clerk comments were discussed. Tract dedication and dedication language regarding Tract “C” were discussed. Engineering comments were discussed regarding an easement issue. Staff and surveyor comments were discussed regarding approved engineering plans. Mr. Springstead will look into the matter of engineering plan approval.

Mr. Cilenti moved to approve the final plat, subject to all comments being addressed on the original plat submittal, and final engineering approvals being received. Mr. Springstead seconded the motion and the motion carried.

VOS: Lakeshore Cottages – Final Plat Review

Kelle Boyer, Farner Barley and Associates, Inc., was present and requesting final plat approval to develop a 48-lot/12-tract subdivision. Engineering comments need to be addressed on revised engineering plans. This plat will be moved to the March 16 BOCC schedule. Clerk comments were discussed. The plat shows the Villages Community Development District #6 as being owner of Morse Boulevard, but this is a public road. The dedication and conveyance were discussed. All tracts need to be dedicated. Engineering comments were discussed regarding the wording of “utility” easements vs. “special” easements. Staff and surveyor comments will be addressed on a revised plat.

Mr. Cilenti moved to approve the final plat, subject to all comments being addressed on the revised plat submittal, and all engineering approvals being received. Mrs. Keenum seconded the motion and the motion carried.

VOS: O’Dell Circle/Phase 2 – Major Development – Preliminary and Engineering Review

Robert Palmer, Farner Barley and Associates, Inc., was present and requesting preliminary and engineering approval to construct 1.02 miles of major local roadway. Engineering comments were discussed regarding additional details for the bulkhead, handrail dimensions, DOT requirements, stacked block wall details and valley gutters. All regulatory agency permits are required. Directional signs are needed along north and south Morse Blvd. Staff comments were discussed and will be addressed.

Attorney Neal excused herself at 2:55 PM.

Mr. Springstead moved to approve the preliminary and engineering plans, subject to all comments being addressed on revised plans. Mr. Cilenti seconded the motion and the motion carried.

VOS: Morse Boulevard/Phase 3 – Major Development – Preliminary and Engineering Review

Robert Palmer, Farner Barley and Associates, Inc., was present and requesting preliminary and engineering approval to construct 1.18 miles of minor collector roadway. The same comment was made regarding the need for directional signs on this particular roadway. Engineering comments were discussed regarding the bank top and storm drain materials. All regulatory agency permits are needed. Staff comments were discussed and will be addressed.

Mr. Springstead moved to approve the preliminary and engineering plans, subject to all comments being addressed on revised plans. Mr. Cilenti seconded the motion and the motion carried.

Q&A/Public Forum

None

The next meeting is scheduled for March 8, 2004.

Mrs. Keenum moved to adjourn. Mr. Springstead seconded the motion and the motion carried.

The meeting adjourned at 3:00 P.M.